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Office of the Commanding General

VDF-HCG

31 Mar 2009

Command Policy Letter CG 09-04

SUBJECT: 2009 Commander Retention and Recruiting Strength Guidance

1. The strength level for the VDF for this year is 1100 by December, 2009.
2. Retention is the priority area to ensure the VDF has mission capable personnel for mission taskings. Mentorship, career counseling, dynamic training, awards presentations, and timely promotions within 30 days of selection will be Commander priority areas of leadership emphasis.
3. Recruiting priorities will be 60% prior service personnel (30% prior VNG personnel, 30% prior active duty) and 40% non-prior service personnel. The strength goals achieved in all units will result in units with a minimum strength of 75% of authorized strength to ensure mission capable units.
4. Commanders will utilize recruiting and family events to gain maximum VDF public exposure. Such events do not require prior VNG JOC approval but require advance reporting to the VDF G-3 for situational awareness.
5. Community awareness activities will be conducted to gain VDF exposure with the VNG local units, local media, families, employers, local elected officials, and local emergency responders. Such events do not require prior VNG JOC approval but require advance reporting to the VDF G-3 for situational awareness.
6. Every VDF member will be a Leader, Recruiter, and a Mentor by taking care of all subordinates.
7. To ensure and enhance professional conduct throughout the VDF, NLT 03 May commanders will develop a 2009 Retention and Recruiting Action Plan to meet strength goals and mission capabilities for consolidation by the Division COS to identify support requirements from VDF HQ. Plans will utilize "ends, ways, and means" to document future actions and events.

VDF-HCG, Command Policy Memorandum 09-04, 31 march 2009
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8. Our success depends upon each of us to lead the organization into the Future. We can accomplish our goals and move the organization to the next level through dedicated and professional actions during 2009
9. Commanders will ensure maximum distribution of this policy level down to the company level.

John D. Taylor

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Commanding

Distribution: A